

**BOARD OF HEALTH REORGANIZATION MEETING MINUTES
FEBRUARY 14, 2019**

The meeting of the Middlesex Board of Health was held on the above date in the Municipal Building and called to order at 7:00 p.m. by Board Member Burke with the following statement:

“This meeting is being held in compliance with the Open Public Meeting Law in that all the requirements of the Law have been met by the Annual Meeting Notice forwarded to the Courier News, Home News, and Star Ledger and posted in the Municipal Building on December 7, 2018 and filed in accordance with the law.”

Roll Call

Fran Benitz
Amy Bigge
Amy Burke
Peyton Yanchurak

Others in Attendance: Kevin Dotey, Liaison

Board Member Burke opened the nomination for President of the Middlesex Board of Health for 2019. Board Member Amy Bigge made a motion to nominate Amy Burke for President, seconded by Board Member Benitz and carried by the following roll call vote. Ayes: Benitz, Bigge, and Yanchurak. No: None. Abstain: None.

Board President Burke opened the nomination for Vice President of the Middlesex Board of Health for 2019. Board Member Yanchurak made a motion to nominate Board Member Bigge, seconded by Board Member Benitz and carried by the following roll call vote. Ayes: Benitz, Burke, and Yanchurak. No: None. Abstain: None

Minutes

November meeting Minutes were not available at the time of the meeting. Acceptance of Minutes postponed to May meeting.

Executive Session: None

Reports

- A. Registrar's Report - Board President Burke presented the Registrar's Report for November, December, 2018 & January, 2019. Board Member Bigge made a motion to accept the Registrar's Reports for November, December, 2018 and January, 2019, seconded by Board Member Yanchurak and carried by the following roll call vote. Ayes: Benitz, Bigge, Yanchurak. No: None. Abstain: None.
- B. Monthly REHS Activities Report and Monthly Activities Environmental Report – REHS Inspector Brundage not present. Board Member Bigge made a motion to postpone review of the REHS Activities Report and Monthly Activities Environmental Report until the May meeting seconded by Board Member Yanchurak.
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Correspondence

None

Unfinished Business

- A. Councilman Dotey noted that some No Smoking signs were installed in Mountain View Park. Board Liaison Dotey will follow up to have more signs installed in all parks.
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Ordinance for Adoption

ORDINANCE NO. 144-18 ORDINANCE TO AMEND THE CODE OF THE BOROUGH OF MIDDLESEX IN CHAPTER 446, SANITARY REGULATIONS; ARTICLE 1 LICENSES AND PERMITS, SECTION 446-11 APPLICATION FEE SECTIONS 446-11(E) LICENSE FEES

Vice President Bigge made a motion to adopt Ordinance No. 144-18, seconded by President Burke and carried by the following roll call vote. Ayes: Benitz, Bigge, Yanchurak.

New Business

- A. President Burke would like to include a link to the State non-smoking page on the Borough website. President Burke will email Mayor DiMura to find out whom to contact for website updates and to update the calendar.
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Website

Public Portion

President Burke opened the meeting to the public for anybody wishing to speak. Seeing that there were no public comments, President Burke closed the public portion of the meeting.

Board member Bigge moved for adjournment seconded by Board Member Yanchurak and carried by a unanimous vote of board members present.

Amy Bigge
Board Vice President

**BOARD OF HEALTH MEETING MINUTES
MAY 9, 2019**

The meeting of the Middlesex Board of Health was held on the above date in the Municipal Building and called to order at 7:00 p.m. by the President with the following statement:

“This meeting is being held in compliance with the Open Public Meeting Law in that all the requirements of the Law have been met by the Sunshine Law Meeting Notice forwarded to the Courier News, Home News, and Star Ledger and posted in the Municipal Building on December 7, 2018.

Roll Call

Fran Benitz
Amy Bigge
Amy Burke
Steve Ember
Peyton Yanchurak

Others in Attendance: Kevin Dotey, Council Liaison
 Terry Brundage, SREHS

Minutes

Board Member Amy Bigge made a motion to accept the February 14, 2019 minutes as amended seconded by Board Member Peyton Yanchurak and carried by a unanimous vote of members present.

Executive Session: None

Reports

- A. Monthly REHS Activities Report – REHS, Terry Brundage presented the Monthly REHS Activities Report for January, February, March, April 2019. Board Member Fran Benitz made a motion to accept the Activities Report seconded by Board Member Any Burke and carried by the following roll call vote. Ayes: Benitz, Bigge, Burke, Ember, Yanchurak. No: None. Abstain: None.

SREHS Terry Brundage reported that:

Borough received normal complaints regarding trash. There was a dog bit report at Camp Bow Wow. Two (2) dogs bit each other, dogs are not permitted to return to Camp Bow Wow.

Inspector Brundage also reported that there was a complaint of a resident feeding wildlife. Inspector Brundage addressed the issue with resident.

- B. Monthly Activities Environmental Report – SREHS, Terry Brundage presented the January, February, and March 2019 Monthly Activities Environmental Report. Board Member Fran Benitz made a motion to accept the Environmental Report seconded by Board Member Amy Bigge and carried by the following roll call vote. Ayes: Benitz, Bigge, Burke, Ember, Yanchurak. No: None. Abstain: None.

Amy Burke stated that despite complaints, Middlesex is still experiencing odors. Inspector Brundage stated that residents can call after hours and issue will be addressed.

Inspector Brundage reported that he received complaints regarding raw meat at McDonald's. Inspection of cooked meat did not reveal raw meat.

- C. Environmental Report from Les Jones – None
- D. Registrar's Report - Board Secretary presented the Registrar's Report and Board of Health Report for February, March, April 2019. Board Member Steve Ember made a motion to accept the Registrar's Report and the Board of Health Monthly Report for February, March, April 2019 seconded by Board Member Fran Benitz and carried by the following roll call vote. Ayes: Benitz, Bigge, Burke, Ember, Yanchurak. No: None. Abstain: None.
- E. Bill List – Resolution to Acknowledge All Claims: \$17,325.29. Board Member Peyton Yanchurak made a motion to acknowledge all claims seconded by Board Member Amy Bigge and carried by the following roll call vote. Ayes: unanimous No: None. Abstain: None.

Correspondence – None.

Unfinished Business

- A. Education & Awareness Campaign – Lead in Drinking Water – Publish in Community News.

Peyton Yanchurak stated that the Borough has an Ordinance regarding water testing at municipal buildings which he will be looking into.

Amy Burke stated that she was concerned about quality control on drinking water at rental properties. Perhaps landlords can certify that units are lead free. Amy Burk will contact Barrie Palumbo, Code Enforcer.

- B. Peyton Yanchurak stated that the Borough has an ordinance regarding water testing at municipal buildings and maintaining said records by Health Department.
- C. 2019 Goals - adding County links to educate residents regarding water quality; marijuana; animal welfare and measles to Borough website
- D. No smoking signs in the parks – 10 signs were ordered. Council Liason Dotey will coordinate with DPW.

New Business

- A. Update on Food Licenses – Email blast went out on April 29, 2019. – No longer a grace period. A late fee of \$75.00 starts June 1st.
- B. Measles Outbreak – No outbreak in the Borough. Most children in the school district are vaccinated, except a few with religious exemption.
- C. Carmen Modica was hired, effective March 12, 2019 as Deputy Board of Health Secretary.
- D. The Board of Health President welcomed new Board Member Steve Ember.
- E. Amy Burke, Board President, informed Board of Health that Mickey Gross will attend the August Board of Health meeting.

Website

- A. The Calendar of Events will be posted for the month of May, 2019.

Public Portion

President Burke opened the meeting to the public for anybody wishing to speak. Seeing that there were no public comments, President Burke closed the public portion of the meeting.

Board member Amy Bigge moved for adjournment seconded by Board Member Peyton Yanchurak and carried by a unanimous vote of board members present.

Carmen Modica
Board Secretary

BOARD OF HEALTH MEETING MINUTES
August 8, 2019

The meeting of the Middlesex Board of Health was held on the above date in the Municipal Building and called to order at 7:00 p.m. by the President with the following statement:

“This meeting is being held in compliance with the Open Public Meeting Law in that all the requirements of the Law have been met by the Sunshine Law Meeting Notice forwarded to the Courier News, Home News, and Star Ledger and posted in the Municipal Building on December 7, 2018.

Roll Call

Fran Benitz - Absent
Amy Bigge
Amy Burke
Steve Ember
Peyton Yanchurak - Absent

Others in Attendance: Kevin Dotey, Council Liaison - Absent
 Terry Brundage, SREHS

Minutes

Board Member Amy Bigge made a motion to accept the May 9, 2019 minutes as amended seconded by Board Member Steve Ember and carried by a unanimous vote of members present.

Executive Session: None

Reports

- A. Monthly REHS Activities Report – REHS, Terry Brundage presented the Monthly REHS Activities Report for May, June, July, 2019. Board Member Amy Bigge made a motion to accept the Activities Report seconded by Board Member Steve and carried by the following roll call vote. Ayes: Bigge, Burke, Ember. No: None. Abstain: None.

SREHS Terry Brundage reported that:

Borough received several complaints about food expiration dates at the new PriceSaver. Inspector Brundage meet with Manager to address the matter. Inspector Brundage did not find any physical evidence of expired foods.

Residential complaints regarding pools, high grass, dirty carpet at Dollar Store and rodents have been addressed by Inspector Brundage.

Inspector Brundage also reported that Spa 28 is officially closed due to new ordinance. They are no longer providing facials. Massage parlors must have dual business in order to operate.

Inspector Brundage informed the opening of new Columbian bakery and that Merkai Hair Solon & Day Spa has legally approved to provide massages.

Inspector Brundage distributed pamphlets regarding tick-borne diseases and mosquitos to Board Members present and to the Library. Terry stated that tick-borne diseases are not reportable. There are no issues related to tick-borne diseases in the Borough.

- B. Monthly Activities Environmental Report – SREHS, Terry Brundage presented the May, June, 2019 Monthly Activities Environmental Report. Board Member Amy Bigge made a motion to accept the Environmental Report seconded by Board Member Steve Ember and carried by the following roll call vote. Ayes: Bigge, Burke, Ember. No: None. Abstain: None.

Inspector Brundage will be looking into what the six violations are that are listed on the Monthly Activities Environmental Report and who the violations were against.

- C. Environmental Report from Les Jones – None

- D. Registrar's Report - Board Secretary presented the Registrar's Report and Board of Health Report for May, June, July, 2019. Board Member Steve Ember made a motion to accept the Registrar's Report and the Board of Health Monthly Report for May, June, and July, 2019 seconded by Board Member Amy Bigge and carried by the following roll call vote. Ayes: Bigge, Burke, Ember. No: None. Abstain: None.

Inspector Brundage stated that late fees were collected for Board of Health Licenses from business that did not pay for licenses on time.

- E. Bill List – Resolution to Acknowledge All Claims: \$29,175.00. Board Member Steve Ember made a motion to acknowledge all claims seconded by Board Member Amy Bigge and carried by the following roll call vote. Ayes: unanimous No: None. Abstain: None.

Correspondence – None.

Unfinished Business

- A. Education & Awareness Campaign – Lead in Drinking Water – Publish in Community News and Borough website.

President Amy Burke stated that there were no websites or contact information to refer residents to regarding lead testing in drinking water.

Board Member Steve Ember asked if, at the next Board of Health County meeting, Inspector Brundage can obtain literature or contact information regarding lead in drinking water.

Motion by Board Member Bigge to add water quality testing for our municipal and police buildings, motion was seconded by Board Member Ember. Terry added that Municipal building does not have water fountains to test, and was uncertain if the ice machine is tested.

President Burke stated that if ok with Borough Attorney, we should add the official State Website links for additional help and water quality.

Inspector Brundage suggested that Board President reach out to the Borough Administrator regarding municipal water testing.

- B. Fumes in rental properties – President Amy Burke was advised by the Code Enforcer, Barrie Palumbo, that it is not our jurisdiction. It is a private matter.
- C. No smoking signs in the parks – Department of Public Works took care of installing the signs.

New Business

- A. Air Quality – Spraytek installed charcoal beds to remedy odor problem. Air quality is a lot better and complaints are way down. Board President Amy Burke stated, however, that there seems to be no improvement with Active International.
- B. Discussion of Exotic Hybrid Savanna Cat – Resident wanted to purchase a Hybrid Savanna Cat. Breeder informed the resident that the cat needed to be the only pet in the house. Resident will be not purchasing the cat since she

owns a small dog. Ownership of a Hybrid Savanna Cat is not regulated by the State of New Jersey.

- C. Amy Burke, Board President, stated that Mickey Gross, Division Head, Environmental Health Division, will attend the November Board of Health meeting.
 - D. Discussion of free screenings offered by the County – Question was asked by President Burke regarding what free services were offered.
 - E. Discussion of Flu and Pneumonia shots.
 - F. Discussion regarding water testing at the Middlesex Pool – Board Member Steve Ember suggested using a different chemical. He was advised by Terry to contact Jim Grimm, Pool Manager, regarding the matter.
 - G. Discussion regarding notification of animal bites – Terry receives notification from the County after they receive notification from either the veterinarian and/or hospitals.
 - H. Discussion regarding changing the date of Community Day – Should pick another date due to the low attendance because of the heat.
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Website

- A. The Calendar of Events is posted for the month of August, 2019.

Public Portion

President Burke opened the meeting to the public for anybody wishing to speak. Seeing that there were no public comments, President Burke closed the public portion of the meeting.

Board member Amy Bigge moved for adjournment seconded by Board Member Steve Ember and carried by a unanimous vote of board members present.

Carmen Modica
Board Secretary

BOARD OF HEALTH MEETING MINUTES
November 14, 2019

The meeting of the Middlesex Board of Health was held on the above date in the Municipal Building and called to order at 7:00 p.m. by the President with the following statement:

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Roll Call

Fran Benitz - Absent
Amy Bigge
Amy Burke
Steve Ember - Absent
Peyton Yanchurak

Others in Attendance: Kevin Dotey, Council Liaison
Terry Brundage, SREHS
Mikey Gross – Division Head, Environmental Health Division
Phillip Makrelis – A.P.I.

Minutes

Board Member Peyton Yanchurak made a motion to accept the August 8, 2019 minutes as amended seconded by Board Member Amy Bigge and carried by a unanimous vote of members present.

Executive Session: None

Reports

A. Monthly REHS Activities Reports – REHS, Terry Brundage presented the Monthly REHS Activities Reports for August, October, 2019. Board Member Amy Bigge made a motion to accept the Activities Report seconded by Board Member Peyton Yanchurak and carried by the following roll call vote. Ayes: Bigge, Burke, Yanchurak. No: None. Abstain: None.

REHS, Terry Brundage stated that:

Issues concerning Dorn Avenue have been taken care of.

There were no questions regarding the Activities Reports presented by REHS, Terry Brundage.

- B. Monthly Activities Environmental Report – SREHS, Terry Brundage presented the July, August, 2019 Monthly Activities Environmental Report. Board Member Amy Bigge made a motion to accept the Environmental Report seconded by Board Member Peyton Yanchurak and carried by the following roll call vote. Ayes: Bigge, Burke, Yanchurak. No: None. Abstain: None.

Environmental Complaints were addressed.

- C. Environmental Report from Les Jones – None
- D. Registrar’s Report - Board Secretary presented the Registrar’s Report and Board of Health Report for August, September, October, 2019.

Board Member Amy Bigge made a motion to accept the Registrar’s Report and the Board of Health Monthly Report for August, September, October, 2019 seconded by Board Member Peyton Yanchurak and carried by the following roll call vote. Ayes: Bigge, Burke, Yanchurak. No: None. Abstain: None.

- E. Bill List – Resolution to Acknowledge All Claims: \$30,075.00. Board Member Amy Bigge made a motion to acknowledge all claims seconded by Board Member Peyton Yanchurak and carried by the following roll call vote. Ayes: unanimous No: None. Abstain: None.

Correspondence – None.

Unfinished Business

- A. Education & Awareness Campaign – Lead in Drinking Water – Publish in Community News and Borough website.

Can’t require landlords to test drinking water at rental units as they are not our jurisdiction.

Council Liaison Kevin Dotey suggested that Board President reach out to the Borough Administrator regarding municipal water testing.

- B. No smoking signs in the parks – Board Member Peyton Yanchurak stated that some parks are still without signs. Signs should be posted at all entrances to the parks. Councilman Liaison, Kevin Dotey suggested that we speak to Borough Administrator to revisit where the signs should be posted. Free signs can be obtained either in Frenchtown or Eatontown. Arrangements would have to be made to go pick them up.

- C. Information on website – We currently have two (2) links. NJ Quit and a link for drug abuse. President Burke recommended to add a link regarding lead in drinking water.
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New Business

- A. Air Quality Update – President Amy Burk stated that air quality is a lot better and complaints are way down.

Mickey Gross, Division Head, and Philip Makrelis, A.P.I., of the Environmental Health Division, spoke regarding air quality reporting. Division is taking proactive measures.

Mr. Gross and Mr. Makrelis stated following:

- 1) It only takes one (1) complaint to generate a violation with penalty. Residents must be present after complaint has been called in, in order to verify complaint. They must sign a statement. Violations cannot be issued without verification.
- 2) Residents should still call in complaints even if they cannot be present during inspection.
- 3) County writes the violations however, they are approved by the DEP.
- 4) We are no longer under the Administrative Consent Order (ACO). DEP will never allow an ACO again.
- 5) DEP conduct major inspections and the County conduct minor inspections.
- 6) Residents can now call after hours and they will send a representative.
- 7) 20 notices of violations with penalties were sent to Givaudan Company since April 2017. Number of complaints are down.
- 8) Within the last year, Givaudan individuals have been conducting a “walk around” of the facility.

Plant Manager at Givaudan, informed Mr. Gross that he would like to meet with the Board of Health President. Plant Manager expressed interest in attending future meetings.

Mr. Gross stated that he can set up a booth during our Community Day events to distribute informational recycling pamphlets.

Mr. Gross was invited to San Francisco to observe their recycling services.

Board Member Burke inquired about testing the water at Borough Hall. Mr. Gross stated that he will contact the American Water company on our behalf.

Board Member Bigge inquired about the danger to residents from the smells. Mr. Gross stated that there is no danger to residents, it's non-toxic.

Board Member Yanchurak stated that Spraytek never followed up on calls. They never attended any of our Board of Health meetings.

- B. Free Rabies Clinic – Held Saturday, November 2, 2019 – Low turnout compared to last year. President Burke thanked all those involved with the free rabies clinic.
- C. Discussion regarding No Vaping signs – Mr. Brundage stated that he distributes “No Vaping” signs along with “No Smoking” signs to restaurants.
- D. Discussion of Flu and Pneumonia shots – Flu and Pneumonia shots were administered at the Senior Center. There was a low turnout. Possibly due to local pharmacies offering the same shots.
- E. Equine encephalitis – County’s protocol if it strikes again next summer – County will be spraying. The County also inspects water collections.

Terry Brundage supplied he phone numbers for the mosquito commission.

- F. Mosquito Spraying – Spraying takes place during the Spring. Terry Brundage stated that the placing of fish in residential pools can only be done if they have access to the area. The use of mosquito dunk treatments are effectively used.
- G. Board President Burke suggested including an information piece regarding recycling with tax bills.

Website

- A. The Calendar of Events is posted for the month of November, 2019.

Public Portion

President Burke opened the meeting to the public for anybody wishing to speak. Seeing that there were no public comments, President Burke closed the public portion of the meeting.

Board Member Amy Bigge moved for adjournment seconded by Board Member Peyton Yanchurak and carried by a unanimous vote of board members present.

Carmen Modica
Board Secretary